The Self-study Template

There are **eight sections** in the instructional template. Let’s take a look.

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Section 1 - same as last cycle

Recommendations:
1. Look at last cycle section
2. Review the Reader’s Report for this section from last cycle.
3. An example on the program review website [http://programreview.fullcoll.edu](http://programreview.fullcoll.edu)

Section 2 - KPI Data

- The Office of Institutional Research and Planning (OIRP) provided KPI data for you. Ask your dean if you have the most updated version because some revisions were made since the first email in F 2014 from OIRP.

- The OIRP KPI data for is used to complete the tables in Sections 2.1 and 2.3

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Section 2

Section 2.0 new! Broken up into Section 2.0 and 3.0 – SWOT is now called SWOC and moved to section 3.0

KPI – Key Performance Indicator data is provided by the Office of Institutional Research and Planning (OIRP) and available from your dean.

Peer Comparison Data - You need the **Peer Institution list** – the OIRP provides only the list – you need to use the **Chancellor’s Data Mart** to acquire peer data. Focus on the *HSI colleges for comparison to narrow down the list.

Don’t include transfer data in the peer institution portion of section 2.2 agreement with what data to use is not well defined at the state or local level.

Let’s take a look at the Section 2 template & on the [website](http://programreview.fullcoll.edu).
Section 2.2 Peer Institution Comparison

- This is Data Mart Data – you need to access the Data Mart at the Chancellor’s Office.
- For Retention or Success Data – you can go back a minimum of three years, but overlap to the last cycle to five years might be considered.
- Unfortunately there is no annual data. You can use fall & spring or fall, spring, & summer – or create annual data from the above - whatever seems best for your program. Make sure a quick explanation is provided as to how you analyzed the data.
- Use some of the examples on the website from last cycle to guide you.

Section 2

- Alteration of the tables in Section 2 might be needed to enter the data you collected or were provided.
- Use the exemplary sections listed or the exemplary program reviews to guide you as to how to set up, analyze, and interpret your tables.
- If you want hard copies of some of the exemplary sections, copies of some of them are available in the TEC or I can email them to you.

Section 2.2 Peer Institution Comparison

- Awards and/or Certificates
- Use the Data Mart and this data is provided annually. Go back a minimum of three years but overlap to the last cycle might be considered.

Questions?